

Minutes of a Regular Meeting of the Heritage Conservancy Board of the Town of Clarkdale, Held on March 15, 2006 at 5:15 p.m. in the Clark Memorial Library, Clarkdale, Arizona.

A Regular meeting of the Heritage Conservancy Board of the Town of Clarkdale was held on March 15, 2006 at 5:15 p.m. in the Clark Memorial Library, 39 North Ninth Street, Clarkdale, Arizona.

Board Members:

Chairperson Drake Meinke
Vice Chairperson Gerald Wombacher (absent)
Linda McDonough
Jesus Valdez
Larry Blair

Staff: Admin. Assistant Charlotte Hawken

Others in attendance: No one.

AGENDA ITEM: CALL TO ORDER -

Chairperson Meinke called the meeting to order at 4:32 p.m. and noted that Boardmember Wombacher was absent.

AGENDA ITEM: PUBLIC COMMENT -

None.

AGENDA ITEM: CONSIDERATION OF THE MINUTES - Consideration of approval of the minutes of the regular meeting held on

February 15, 2005. Chairperson Meinke moved to approve the minutes. Boardmember Blair seconded and the motion passed unanimously.

AGENDA ITEM: REPORTS -

CHAIRPERSON - Chairperson Meinke stated there will be a meeting in mid-April about the Arizona Department of Transportation designating Highway 89A as an All American Highway and he asked the board members to submit any information they may have about the highway before then.

He noted the last Heritage Dance was good and he intends to help at the March 25th dance.

He stated he attended a Design Review Board meeting and protested the proposed concept for condominiums to be built on Main Street next door to his property at Ninth and Main as being out of place and character.

He noted that the chandeliers had been rehung in the Reading Room.

STAFF - Administrative Assistant Hawken reported that the Town Council had discussed the repairs and use of the Clubhouse at its February 28th meeting.

AGENDA ITEM: ARCHIVAL STORAGE, SHELVING AND ACCESSIONING -

Consideration of the archival storage, shelving and accessioning. Boardmember Valdez stated he and Boardmember Blair have completed preparing and painting the ceiling of the middle archive room. They intend to complete painting the walls soon. The outside wall needs more repair than he had realized. He will request that the Town crew install the ceiling light fixtures that Chairperson Meinke brought to the meeting, which he has completed polishing.

Boardmember McDonough reported there was a successful work party on the top floor of the building in February. There will be another work party in March.

AGENDA ITEM: BUDGET PLANNING FOR 2005-2006 - Consideration of projects for the 2005-2006 budget funds. Items discussed included the following:

1. Digital camera and photo printer for documenting changes within the town and cataloging the town archives and artifacts.
2. Repairing Ladies Lounge light fixtures and furniture.
3. Primer and paint for all of the archive rooms.
4. Glazing and UV film for archive windows.
5. Archive equipment purchases (copier, scanner, computer, fax/printer, fire resistant filing cabinets).
6. Past Perfect collection management software.
7. Moving the turnstile from the cemetery to the park.

AGENDA ITEM: BUDGET REQUESTS - Consideration of budget requests for the 2006-2007 year. The members agreed to request the following:

1. Security system in the archive/museum building.
2. Telephone service in the archival space.
3. Bringing the archive/museum building up to current codes as a building open to the public. This entails the following:
 - a. Electrical: Removing unused meter boxes and outdated sub panels, upgrading wiring to three wire to meet code, installing light fixtures, installing wall outlets, upgrading wiring to water heater, installing exit and emergency lighting and adding GFI outlets, installation of phone and computer lines and jacks. New period light fixtures will be used. Currently there are no light fixtures in the building.
 - b. Plumbing: Repairing and correcting water lines to kitchen sink and drain.
 - c. Heating/Cooling: Service and upgrade existing unit as needed. Relocate exhaust vents to meet code, rebuild ductwork and install condensation lines.
 - d. Building Structure-exterior: Filling of cracks in stucco, patching large areas, refinish to match existing and pain. Repairing and replacement of rotted roof sheathing, fascia boards and rafter tails. Repair and replacement of gutters and down spouts. Replacement of missing roof shingles. Replacement of missing and broken glass. Repairing and replacing rotted door and window, frames, sills and headers to match existing. Install attic insulation.
 - e. Building Structure-interior: Filling of cracks in wall plaster, repair and replacement of rotted and missing boards of the original wood floor. Repair and replace missing baseboard to match existing. Fill cracks in ceiling plaster. Paint ceiling and walls. Installation of UV film on windows to protect documents from fading.
 - f. Building Site: Repair and add sidewalk to provide walking surface from parking area to building and historic over-look. Repair and add asphalt surface as needed to

provide parking surface. Stripe and sign parking lot, including a handicap stall.

- g. Total Budget: \$64,425
 - 1) Electrical wiring to code, smoke detector, light fixtures, heating/cooling, telephone jacks, computer internet wiring, installation. \$23,650
 - 2) Repair roof including rotted sheathing, fascia, rafter tails and gutters. Repair existing exterior doors and windows, install UV film on windows. \$11,950
 - 3) Repair and paint exterior stucco and interior plaster. Repair and refinish floors and base. \$20,775
 - 4) Repair and add sidewalk to parking area, install fencing along look-out, stripe parking lot. \$8,050

AGENDA ITEM: FUTURE AGENDA ITEMS
– None.

AGENDA ITEM: ADJOURNMENT – With no further business, and without objection, the meeting adjourned at 5:40 p.m.

APPROVED:

Drake Meinke, Chairperson

SUBMITTED:

Charlotte Hawken, Admin. Assistant